



MEMORANDUM

TO: Toby Futrell, City Manager

FROM: Greg Canally, Budget Officer

DATE: December 13, 2007

SUBJECT: Public Participation Process for Energy Resource Planning

Item # 57 on the December 13, 2007 Council Agenda is to approve a resolution directing the City Manager to conduct a comprehensive public participation process for energy resource planning at Austin Energy to help meet the goals of the Austin Climate Protection Plan.

This item requires resources and staff from the Law Department, Austin Energy, and the Human Resources Department (HRD). The staff support for this effort includes experts in energy markets, energy development and production, public utility policy, information technology, legal issues, providing consultation, planning, and facilitation related to obtaining public input, and assistance in communicating with the public in Town Hall and other meetings and online, as well as temporary administrative staff in the Human Resources Department.

For the Law Department and Austin Energy, this effort will require an estimated 5 percent of the work schedule for approximately 15 employees, for a period of 12 to 18 months. In addition, staff anticipates soliciting consulting services for expert assistance on preparing for and conducting the public participation process. Additionally, HRD anticipates this effort will require a total of 20 hours weekly to be shared among three full-time equivalents from organizational development.